FUNDING

the power of public libraries

November, 2003

NOVA SCOTIA

Department of Education

104-03136/

NOVA SCOTIA

Department of Education

3770 Kempt Road
Halifax, Nova Scotia
B3K 4X8

Honourable Jamie Muir
Minister of Education
PO Box 578
Halifax, NS B3J 2S9

Mr. Dennis Cochrane
Deputy Minister of Education
PO Box 578
Halifax, NS B3J 2S9

November 26, 2003

Dear Minister Muir and Deputy Minister Cochrane:

We are pleased to submit Funding The Power of Public Libraries, the report of the Regional Public Libraries Funding Review Committee, 2003. Our report contains recommendations for funding regional public libraries in Nova Scotia for the fiscal period April 1, 2004 to March 31, 2007.

Yours truly,

Department of Education

Elizabeth Armstrong, Provincial Librarian, Chair

Joe MacEachern, Director, Grants and Audit

Michael Colborne, Coordinator, User Services, Nova Scotia Provincial Library

Library Boards

Gary Archibald, Library Boards Association of Nova Scotia

Ivan Doncaster, Library Boards Association of Nova Scotia

Janet Clark, Council of Regional Librarians

Judith Hare, Halifax Regional Library Board

Municipalities

Robert Angel, Union of Nova Scotia Municipalities

Elmer Garber, Union of Nova Scotia Municipalities

Jim Langille, Association of Municipal Administrators

A scent reduced environment

Nova Scotia Provincial Library Web Site
http://www.library.ns.ca

PRINCIPLES

Universal Access: All Nova Scotians will have equitable access to the widest range of materials and services for education and recreation regardless of social or economic circumstances, or place of residence. Their libraries are committed to provide barrier-free, province-wide access to a network of services in many different formats.

Intellectual Freedom: Nova Scotia's libraries will promote, develop and facilitate access to all expressions of knowledge, opinion, and intellectual activity.

Community Relevance: Nova Scotia's libraries will reflect their communities through their staff members, collections, services and programs.

Life-Long Learning: Nova Scotia's libraries will support each person in obtaining the information, ideas, and skills required to be a self-reliant, responsible, and contributing member of society.

Professional Standards: Nova Scotia's libraries will ensure that services, collections and programs meet individual needs, respect individual privacy, and promote responsible use of information technology.

Cooperation: Nova Scotia libraries will cooperate with one another and with their communities to share resources to benefit all.

Economic and Social Development: Libraries will contribute to the economic and social development of their communities through adherence to all of these principles.

TABLE OF CONTENTS

Executive Summary 2

Introduction 4

Core Business Functions 5

Profiles 6

Measuring Outcomes - Standards 10

Trend Analysis 12

Demographic Change 12

The Digital Divide 12

Digital Kids 12

Local Presence / Global Access 12

Literacy 13

French Language Service / French Immersion 13

Impact of School board Funding Reductions 13

Infrastructure 14

Reduced Purchasing Power 14

Fiscal Constraint 14

Regional Public Library Planning Priorities 16

Budget Context 16

Conclusion 19

Recommendations 19

Appendix A - Terms of Reference 20

Appendix B - Committee Membership 22

Appendix C - Meeting the Standards 24

Appendix D - Proposed Funding Model 2004-07 26

Appendix E - Municipal Impact of Proposed Funding Model 30

EXECUTIVE SUMMARY

Funding the Power of Public Libraries: the report of the Regional Public Libraries Funding Review Committee 2003, builds upon the direction taken by the 1997 and 2000 committees of achieving the minimum public library service standards, enabling them to meet the significant opportunities in the provision of public library service across the province.

The Committee reviewed the core functions of Nova Scotia's public libraries and confirmed the considerable role they play in the distribution and delivery of government information and services, promoting community economic development, preserving local history and heritage, providing a gateway to the world of information, supporting life-long learning, and developing partnerships with community agencies, organizations, business, and government to enrich the quality of life in Nova Scotia.

As the use made of Nova Scotia's public libraries continues to grow, they face a number of challenges. The demographic shift of Nova Scotia's population from the more rural areas to the centre of the province is evident in the 2001 Census of Canada. Public libraries play a great role in bridging the digital divide, providing the access to information that is essential to personal empowerment, but technology is steadily in need of upgrading. As people of all ages become sophisticated users of technology, libraries must make sure that they keep pace. Although technology is important, public libraries still play an active role in the development of literacy skills that are so necessary for healthy, productive lifestyles. In order to support the federal policy of bilingualism and Acadian cultural development, public libraries must have the resources to provide equitable services in the French language. Reductions in school library services have placed a strain on public library collections and budgets. The absence of capital funding sources for public libraries make it difficult, if not impossible, to expand or build new facilities to meet public needs. In summary, whether predominately rural or predominately urban, all regional libraries need greater support to design programs, services, and networks to match local needs and expectations.

In order for public libraries to achieve their priorities of attaining the minimum public library service standards, establishing multi-year business and financial plans, expanding and sustaining electronic services, providing citizen-

centred library services, developing collaborative partnerships with all levels of government, and digitizing local history collections to preserve our cultural heritage, the Regional Public Libraries Funding Review Committee 2003 makes the following recommendations:

- That the three-year funding model, detailed in Appendix E, be adopted and implemented in April 2004.
- That the Minister of Education request that a portion of the Strategic Initiative Fund, a component of the Federal/Provincial Infrastructure Agreement, be designated for public library capital projects.

The total formula-based funding requirement for the above recommendations over the 2004-07 period is as follows:

Total Funding

	2004-05	2005-06	2006-07
Province	$13,968,700	$14,665,690	$17,692,400
Municipalities	$6,325,200	$6,453,600	$6,392,400
Boards	$560,200	$646,600	$737,700

Incremental funding for each year is as follows:

Incremental Funding

	2004-05	2005-06	2006-07
Province	$1,705,500	$2,696,700	$5,027,000
Municipalities	$984,900	$454,600	$472,600
Boards	$82,400	$86,400	$91,100

INTRODUCTION

Nova Scotia's public libraries reach residents in every community, enriching lives and connecting people and regions. Libraries are life-long learning centres, community meeting places, gateways to information, preservers of cultural heritage and they provide opportunities for citizen participation.

Regional public libraries are established and regulated by the *Libraries Act* and each is governed by a board of trustees. Services and program models take a variety of forms depending on each region's geography, demography and unique needs and interests.

The nine regional library systems are strategically placed to deliver service effectively. As governments increasingly embrace a citizen-centred approach to service delivery, libraries provide a valuable network to reach Nova Scotians and can adapt it tailoring services to meet changing public expectations, priorities and needs. Providing equitable and free access to information remains the cornerstone of library service.

Public libraries, along with Community Access Program (CAP) sites, are critical players in the development of e-government services for all levels of government, as recognized in the *Blueprint for Building a Better Nova Scotia*.

The mandate of the Regional Public Libraries Funding Review Committee is to recommend to the Minister of Education a formula for fund allocation for the period 2004-2007 that enables all public libraries to attain minimum library service standards.

CORE BUSINESS FUNCTIONS

Nova Scotia's Regional Public Libraries:

- Provide a community network for the distribution and delivery of government information and services.
- Assist residents in adapting to and mastering new technologies.
- Foster community development.
- Provide timely, accurate customer service delivered through skilled knowledgeable employees.
- Contribute to the economic development of communities and regions.
- Provide community meeting places and opportunities for citizen participation.
- Preserve local history and heritage.
- Assist in the integration of new residents into Canadian society.
- Provide an accessible gateway to the wider world of information and electronic services.
- Connect residents in geographically remote areas to information and services.
- Provide collections in multiple formats to meet a wide range of needs for people of all ages and socio-economic situations, without charge.
- Facilitate life-long learning and personal growth.
- Supplement and support formal education programs and curricula.
- Support the creation of literate communities.
- Foster a love of reading.
- Partner with community agencies, organizations, business and government to enrich the quality of life in Nova Scotia.

PROFILES

The Annapolis Valley Regional Library serves a population of 103,836 in the counties of Annapolis and Kings, and the District of West Hants. It has 11 branch libraries, two mobile libraries, and two additional service delivery points.

Annapolis Valley's two mobile libraries circulate approximately 2,000 books every week during the school year to 36 schools in the region. These books are borrowed by both teachers and students. It, along with neighbouring Western Counties Regional Library has been involved in an Industry Canada sponsored Smart Communities project.

The Cape Breton Regional Library serves a population of 121,631 in the counties of Cape Breton and Victoria. It has 13 branch libraries and two mobile libraries. This library has a history of cooperation sparked by Fr. Tompkins' efforts in the area. His message was tailor-made for library service and this region's early development flowed from that mission. It continues that cooperation in the joint projects that have been developed with the University College of Cape Breton Library. A very heavy emphasis has been placed on collection development over the past ten years, replacing many outdated materials with a diverse mixture of new books, videos, DVDs, and audio books to better serve the information and recreational needs of the local population. The region serves the second-largest urban centre in the province as well as a mix of smaller towns and rural communities.

The Colchester-East Hants Regional Library serves a population of 74,077 in the County of Colchester and the District of East Hants. It has four branch libraries and one mobile library which will be discontinued at the end of the 2003 calendar year. Alternative outreach services are under development and in 2004 a community library in East Hants will become the region's fifth branch library. Over the past 25 years this region has made service to children a top priority. This has recently been expanded to include infants and teens. The latter includes a Teen Friends of the Library and a Book Buddies program, in which teen volunteers are matched with younger buddies who need extra help in reading; the partnership fosters literacy and tutoring skills and role modelling at its best. It is heavily involved in Family Literacy and is working on a project with the Department of Education and

Human Resources Development Canada to develop an action plan to advance family literacy programming in Nova Scotia. The location of the region presents a challenge to any public service provider. People in and around the Town of Truro are showing a more "urban" approach to goods and services; likewise the rapidly expanding East Hants corridor located very close to the airport and metro Halifax. In contrast, rural Colchester and East Hants have sparse and scattered populations in need of special outreach services.

The Cumberland Regional Library serves a population of 33,364 in the County of Cumberland. It has seven branch libraries and a books-by-mail service. Cumberland has the smallest population of all the regional libraries and therefore has the smallest funding for core services. This fact is exacerbated by the fact that two key areas of Cumberland County are known as "cottage country." Pugwash and Parrsboro serve many patrons who are not County residents and therefore do not figure into its population base for funding allocation. In addition, many patrons come from New Brunswick to use the Amherst Library as the neighbouring public libraries in Sackville and Port Elgin, New Brunswick are smaller and open fewer hours. Cumberland's small population is thinly spread between the communities large enough to support a branch library. For example Advocate is 55 minutes from River Hebert in one direction and 35 minutes from Parrsboro in the other direction. It's difficult and costly to serve such isolated areas.

The Eastern Counties Regional Library serves a population of 41,830 in the Counties of Guysborough, Inverness and Richmond. It has seven branch libraries and nine innovative Libr@ry Link community sites which operate after hours in area schools as well as in local CAP centres. The latter were established in early 2000 to replace the former two bookmobiles, which had reliably served the outlying areas for about 30 years. The Region covers the largest geographic area of 9500 sq. km and has the lowest population density of 4.5 people per sq. km. This is reflected in the Library's chosen strategic plan theme of "Linking Rural Communities" - a role the library has proudly fulfilled and continues to champion. It is one of two Regions that receives additional funding to offer services and collections in both English and French. It operates a bilingual branch at Petit de Grat (in the La Picasse Acadian Cultural Centre) and at the St. Joseph du Moine Link site. Since 1978 it has also hosted the only

PROFILES

joint high school/public library at the SAERC school in Port Hawkesbury.

The Halifax Regional Library serves a population of 370,998 in the County of Halifax. It has 14 branch libraries, two mobile libraries, and three other delivery sites. This region is the largest of the nine, comprising more than one third of the population. It has a mixture of urban, suburban, and rural communities. This system has experienced a population increase of 9.75% since 1991 with a corresponding increase in usage and service demands. Because of its growing diverse population, Halifax Public Libraries are experiencing increasing demands for access to technology, upgraded facilities especially in the central business core, more open hours, new formats of materials such as DVDs and computer software, access to information from home or office, multilingual materials, new subject areas, French language materials to support the growing French-speaking population.

The Pictou-Antigonish Regional Library serves a population of 69,735 in the Counties of Pictou and Antigonish. It has seven branch libraries and three rural service delivery points. Pictou-Antigonish is an example of a public library innovator, blending traditional services with leading edge services. It does so in a community economic development context with a high degree of partnerships, collaboration, and community input. The goal has been to show the public library as a dynamic community leader that has real and meaningful value to each citizen.

The South Shore Regional Library serves a diverse (different in economic and educational levels) population of 61,815 in the Counties of Lunenburg and Queens. It has three branch libraries and two mobile libraries. The region's two mobile libraries play a major role in service delivery to the rural population, visiting 76 communities on a weekly/biweekly schedule. Population distribution and geography make the mobile service, strongly supported by its users and the SSRL Board, cost effective. In 2002-2003 the Liverpool Library moved to newly-developed facility and the Lunenburg Branch expanded significantly. An expanded accessible Bridgewater Library is among the Board's current goals. Among the region's challenges are developing programs that can be delivered throughout the region.

The Western Counties Regional Library serves a population of 65,135 in the Counties of Digby, Shelburne, and Yarmouth. It has 10 branch libraries, a full service online library (called Smart Library)and two other service points. Western Counties emphasizes service, access and training in information technology to meet the needs of its rural and remote citizens. It, along with the Annapolis Valley Regional Library has been a partner in the Industry Canada sponsored Smart Communities demonstration project for Nova Scotia which has provided additional funding for the past three-years. It is one of two regions which provides services in both English and French, including the fully bilingual Smart Library website. Other priorities are publicity and promotion, fundraising, partnerships and service to seniors and persons with disabilities. Western Counties has won three major national library awards in the past two years.

MEASURING OUTCOMES - STANDARDS

In 1998, *The Standards for Nova Scotia Regional Public Libraries* (revised in 2001) were accepted by the Department of Education. These standards clearly set out what is required to provide core public library service in terms of size of collection, number and qualifications of staff, hours of operation, technology and size of buildings. Standards provide a benchmark for measuring outcomes. Equally important, standards provide accountability for the expenditure of public funds and a mechanism for the measurement of return on investment.

The use made of public libraries continues to grow. A survey conducted in the summer of 2002 confirmed that the community regards the public library as a valuable asset providing intellectual stimulation, recreation and social contact. The role that public libraries play in helping to ensure equitable, barrier-free access to technology and information was clearly demonstrated by the survey results. People with household incomes of less than $30,000, use and depend on public use computers and job search information made available by libraries.

Funding has not been available in sufficient quantity to allow regional libraries to achieve the minimum service standards (see Appendix C). Collections, facilities, technology, programs and services that anticipate and meet need, demand and public expectations require investment and commitment by regional library funding partners.

While progress has been made toward the standards, it has been hampered by the uncertainty of funds over a known time frame. None of the nine regional library systems have fully reached the minimum C standard. While Halifax would normally be expected to be at an A standard, on a par with comparable Canadian metropolitan libraries, it remains below the C standard in a number of key areas even with supplementary municipal support. Eastern Counties Region continues to struggle with the challenge of serving a small thinly spread population over a large geographic area.

TREND ANALYSIS

Demographic Change

The 2001 Census of Canada shows significant population shift from rural areas of Nova Scotia to urban centres. Rural library service regions are challenged to continue to meet service expectations in geographically remote and sparsely populated areas. Urban regions are equally challenged to provide equitable access to resources in growth areas and densely populated communities. Whether predominately rural or predominately urban, all regional libraries need additional support to design programs, services and networks to match local needs and expectations.

The Digital Divide

It has been said that knowledge is power but in today's world, information is power. Access to information is essential to personal empowerment and the creation of a knowledge-based economy. People who have no access are barred from opportunity, resulting in a society divided into the information rich and the information poor. Public libraries play a significant role in bridging the digital divide. Information technology skills training programs, public access computers, high speed Internet lines and broadband connections are now core requirements.

Digital Kids

A new generation of children and teens has grown up in a digital world. They have not experienced a world without videos, CDs and computers. These sophisticated users of the library are frustrated by slow older technology and need the stimulation of attractive programs and services to remain engaged in learning. Currency in new electronic products and services places a heavy demand on library budgets.

Local Presence / Global Access

Libraries reside at the heart of communities, but connectivity to the wider world is vital. Statistics indicate that electronic use is the fastest growing segment of public library services. With this trend comes demand for interactive computer connections permitting residents to perform functions and receive service from remote

"IT WAS NICE TO HAVE NEW, UP-TO-DATE COMPUTERS. PLUS, THE STAFF WERE HELPFUL AND ACCESSIBLE."

locations without entering the physical library. Pressure to stay technologically current stresses budgets and makes it increasingly difficult to expand and strengthen collections, the backbone of the library, at the same time.

Literacy

Statistics indicate that 22% of Canadians are functionally illiterate and a further 26% have limited reading skill. Literacy is the key factor in economic success, active citizenship and healthy lifestyles. Improving literacy skills is a significant societal challenge but in reality this role is increasingly performed by public libraries.

Libraries are in the forefront of instilling a love of reading in children, co-ordinating literacy programs, recruiting volunteer tutors, and partnering with agencies and organizations. The community expects libraries to take an active leadership role and provide supporting literacy collections.

French Language Service / French Immersion

To support the federal policy of bilingualism, Acadian cultural development, and provide equitable access to service, collections, translation of documents, databases and French-speaking staff must be available in areas of significant French population. All of these services are expensive.

A growing challenge is to support French immersion programs and provide supplementary collections for the growing numbers enrolled.

Reductions in School Library Service

The decline or disappearance of school libraries has placed a strain on public library collections and budgets. Libraries are under pressure to divert more funds to curriculum support and provide homework help to serve the school population.

TREND ANALYSIS

Infrastructure

Library service is delivered through facilities that vary in size, quality and condition. Funds are generally not available to refurbish buildings, replace worn carpets or furniture and equipment that are at the end of their life. Dysfunctional layouts and space shortages make it difficult to provide quality public spaces that are safe and attractive.

The absence of capital funding sources for libraries make it difficult, if not impossible, to expand or build new facilities to meet public need.

Reduced Purchasing Power

The cost of purchasing books and materials has steadily exceeded the consumer price index directly affecting the purchasing power of libraries. According to a study conducted by the Library Services Centre, book prices on average increased by 14.05% between 1996 and 2000. Projections indicate that books and materials in all formats will continue to experience comparable cost increases.

This has led to an erosion of collection budgets and an inability to meet collection demand. Since less new material can be purchased this has caused a general aging of library collections, the inability to meet minimum standards for items per capita and competition among users for scarce resources. Without regular refreshment the amount of money needed to revitalize collections grows cumulatively.

Fiscal Constraint

All levels of government are experiencing fiscal constraint and are increasingly challenged to fund competing priorities. Alternate sources of funding and community fund raising opportunities are limited, since many Nova Scotia communities, both rural and urban, are below low income cut off lines.

Summary

Public libraries in Nova Scotia are facing significant opportunities. In order to address the budgetary issues arising from these trends, additional funding is required.

REGIONAL PUBLIC LIBRARY PLANNING PRIORITIES

The priorities of the regional public library system over the next three years are to:

- Attain service standards in key performance areas including hours of operation, access to technology, staffing levels and collections.
- Establish a three-year business and budget planning schedule to implement service improvements and measure outcomes.
- Establish and preserve service equity within the proposed funding model.
- Expand and sustain electronic services, providing a menu of service delivery channels appropriate to community needs.
- Build capacity to provide citizen-centred library service throughout all regions of Nova Scotia.
- Develop collaborative partnerships with municipal, provincial and federal governments to deliver effective service.
- Digitize local history collections and archives to preserve our cultural heritage.

Budget Context

The recommendations of the Regional Public Libraries Regional Public Libraries Funding Review Committee span a planning period of three years and are framed to advance attainment of the minimum service standards. Stable and appropriate funding is needed to meet the above priorities. The funding formula, which is similar to that currently in use, is composed of the following elements:

- Maintain population as the basis for funding regional library boards.
- Provide three-year funding to allow boards to achieve the minimum service standards.
- Add a 3 percent inflation factor in years two and three.
- Beginning in year two, phase Halifax Regional Library to the same Provincial sharing rate as the other regions over a two-year period.
- Continue the population density grant for a regional library serving a population with five people per square kilometre or fewer.
- Use the 2001 Census figures (adjusted in July 2003) for the 2004-07 period.
- Maintain the board-generated funding requirement of 3 percent of the per capita operating budget.
- Maintain the provincial grant for French library services at 10 percent of the provincial operating grant for those regions whose French-speaking population is in excess of 10 percent of the population served.

REGIONAL PUBLIC LIBRARY PLANNING PRIORITIES

The total formula based funding requirement for the three year period, 2004-07, is as follows:

Total Funding

	2004-05	2005-06	2006-07
Halton	$1,280,230	$1,536,300	$1,689,930
Hamilton	$2,132,030	$2,558,500	$2,814,350
Peel	$3,992,000	$4,790,400	$5,269,440

Incremental funding for each year is as follows:

Incremental Funding

	2004-05	2005-06	2006-07
Halton	$1,280,230	$256,070	$153,630
Hamilton	$2,132,030	$426,470	$255,940
Peel	$3,992,000	$798,400	$479,040

Conclusion

Recommendation

APPENDIX A-
TERMS OF REFERENCE

A. Introduction

To achieve the benefits of a consultative approach in the funding of library service, a Library Funding Review Committee was established first in 1994 and again in 1997 and 2000 to make recommendations on funding for regional library boards. These committees had representation from key stakeholders in the library community, including municipal, provincial and regional library representatives. A successful funding formula was developed in 1995 for fiscal years April 1, 1995 - March 31, 1998 and in 1998 for the fiscal years April 1, 1998 - March 31, 2001. Unfortunately, the government was not in the financial position to implement the funding recommendations for 2001-2004. Therefore, a new committee is required to recommend funding arrangements for the period 2004-2008.

It is expected that regional library boards and municipal councils will be given the opportunity to provide input early in the review process.

B. Objectives of the Funding Review Committee

It is recognized that recommendations of the committee must be made within the context of the fiscal framework of the government of Nova Scotia. Within this framework, the specific objectives of the Library Funding Review Committee 2003 are to:

Examine the existing funding arrangements for regional library boards, reviewing the features of the current formula and the impact of the 2001 Census on regional library boards.

Measure progress toward meeting the level "C" standard of library service.

Recommend the amount and allocation of operating grants for regional libraries for the 2004-08 fiscal period.

C. Commitee Membership

Method for selection:

The Minister of Education will invite the Union of Nova Scotia Municipalities (UNSM), the Association of Municipal Administrators (AMA), the Library Boards Association of Nova Scotia (LBANS), and the Council of Regional Librarians (CORL) to each submit representatives selected on the basis of the following criteria. The Minister reserves the right to seek additional names to ensure fair geographic representation.

Criteria:

- provision of as broad a balance of geographical (urban/rural/remote) representation as possible
- willingness to take a province-wide perspective within a consensus framework
- commitment to participate in a process to recommend provincial funding within the guidelines of the province's fiscal framework
- availability to participate in regular meetings between June 6 and October 31, 2003
- willingness to explore different ways of operating and funding

Membership:

Department of Education (3):
Elizabeth Armstrong, Provincial Librarian, Chair
Joe MacEachern, Director, Grants and Audit Division
Michael Colborne, Provincial Library, Secretariat

Library Boards (4):
Library Boards Association of Nova Scotia - 2
Council of Regional Librarians - 1
Halifax Regional Library - 1

Municipalities (3):
Union of Nova Scotia Municipalities - 2
Association of Municipal Administrators - 1

Resource persons:
as required. Since public libraries are beginning to play a role in e-government delivery and are working closely with Service Nova Scotia in several areas, it is suggested that Service Nova Scotia be asked to provide a resource person for this committee.

D. Work Plan and reporting Framework

The committee will meet at the call of the Chair with the goal of developing a final report for submission to the Deputy Minister and Minister by October 31, 2003.

The committee will establish its own work plans and assignments of responsibilities and will also have the option of requesting and receiving representations from other interested parties respecting this mandate.

E. Travel Expenses

Travel and associated costs to be borne by the Department of Education.

APPENDIX B-
COMMITTEE MEMBERSHIP

Department of Education

Elizabeth Armstrong, Chair
Provincial Librarian
Nova Scotia Provincial Library
3770 Kempt Road
Halifax NS B3K 4X8
Phone: (902) 424-2455
Fax: (902) 424-0633
Email: armstreh@gov.ns.ca

Joe MacEachern
Director, Grants & Audit
Department of Education
PO Box 578
Halifax NS B3J 2S9
Phone: (902) 424-3956
Fax: (902) 424-1866
Email: maceacj@gov.ns.ca

Michael Colborne
Coordinator, User Services
Nova Scotia Provincial Library
3770 Kempt Road
Halifax NS B3K 4X8
Phone: (902) 424-4852
Fax: (902) 424-0633
Email: colbormb@gov.ns.ca

Regional Libraries

Mr. Gary Archibald
PO Box 268
RR#2 Yarmouth, NS B5A 4A6
Phone: (902) 742-4195
Email: archibaldg@yar.eastlink.ca

Councillor Ivan Doncaster
4485 Sydney Highway
RR#1 East Bay, NS B1J 1N4
Phone: (902) 828-2272

Janet Clark, Chief Librarian
South Shore Regional Library
PO Box 34
Bridgewater NS B2V 2W6
Phone: (902) 543-2548
Fax: (902) 543-8191
Email: janet.clark@ssrl.library.ns.ca

Judith Hare, Chief Executive Officer
Halifax Regional Library
60 Alderney Drive
Dartmouth, NS B2Y 4P8
Phone: (902) 490-5744
Fax: (902) 490-5762
E-mail: agjh3@nsh.library.ns.ca

Municipalities

Jim Langille, Chief Administrative Officer
Town of Truro
PO Box 427
Truro NS B2N 5C5
Phone: (902) 895-4484
Fax: (902) 893-0501
Email: jlangille@town.truro.ns.ca

Councillor Robert Angel
Town of Amherst
30 Rupert St.
Amherst NS B4H 3R6
Phone: (902) 667-7155
Fax: (902) 661-2462
E-mail: rangel@ns.sympatico.ca

Councillor Elmer Garber
District of Lunenburg
R.R. #3
Bridgewater NS B4V 2W2
Phone: (902) 543-4087
Fax: (902)
Email: egarber@ns.sympatico.ca

APPENDIX C

MEETING THE STANDARDS

	MATERIALS			STAFFING					COST
Collection Size	As % of Operating Budget	Ref. As % of Materials Budget	Total FTE	Training Hrs./Year	Open Hours	Public Access Computers	Circ/Ref Computers	IT Refresh Rate	Total
196,936	10.0%	10.0%	35.3	4,710	200.3	40	14	20.0%	
0	0.0%	0.0%	7.0	30	11.0	3	0	10.0%	
$0	$0	$0	$194,900	$2,000	$0.0	$5,400	$0.0	$22,000	$224,300
243,262	10.0%	10.0%	78.1	1,088	332.5	59	24	20.0%	
8,011	0.0%	0.0%	19.0	377	6.0	4	6	16.0%	
$240,330	$0	$0	$570,000	$7,800	$0	$7,200	$10,800	$36,000	$872,130
139,950	10.0%	10.0%	39.6	802	142.5	26	9	20.0%	
5,347	0.0%	0.0%	10.0	657	12.5	0	1	17.0%	
$160,400	$0	$0	$362,500	$23,000.0	$0	$0	$1,800	$2,400	$550,100
67,608	10.0%	10.0%	20.7	410	142.5	24	9	20.0%	
3,224	0.0%	0.0%	3.7	190	0.0	0	0	12.0%	
$96,800	$0	$0	$102,000	$6,300	$0	$0	$0	$12,500	$217,600

	MATERIALS		STAFFING						COST
Collection Size	As % of Operating Budget	Ref. As % of Materials Budget	Total FTE	Training Hrs./Year	Open Hours	Public Access Computers	Circ/Ref Computers	IT Refresh Rate	Total
85,714	10.0%	10.0%	22.5	460	152.5	23	7	20.0%	
0	0.0%	0.0%	5.8	230	2.0	0	0	10.0%	
$0	$0	$0	$139,700	$8,300	$0.0	$0.0	$0	$3,900	$151,900
1,077,549	15.0%	150.0%	306.6	5,230	645	154	69	30.0%	
0	10.0%	0.0%	70.1	1,515	55	23	4	5.0%	
$0	$767,000	$0	$3,169,000	$30,500	$615,200	$27,600	$4,800	$60,000	$4,6674,500
137,744	10.0%	10.0%	37.9	790	187.5	32	13	20.0%	
2,744	1.5%	0.0%	4.4	418	0.0	0	0	15.0%	
$33,500	$0	$0	$88,000	$16,200	$0	$0	$0	$60,000	$197,700
119,952	10.0%	10.0%	39.1	810	100	17	6	20.0%	
1,972	2.2%	0.0%	18.4	0	0.0	3	0	15.0%	
$59,200	$0	$0	$667,100	$0	$0	$3,000	$0	$14,300	$743,600
150,794	10.0%	10.0%	41.1	830	412.5	43	20	20.0%	
11,430	0.0%	0.0%	7.7	0	13.5	3	6	4.0%	
$342,900	$0	$0	$318,200	$0	$0	$5,400	$10,800	$9,120	$686,420

APPENDIX D-
PROPOSED FUNDING MODEL 2004-07

Meeting the standard over 3 years
Halifax Phased to same % as others – 3% inflation

Regional Library Formula Funding 2003-2004

	Per Capita rate	Provincial Share*	Municipal Share	Board Share
Halifax	$17.509	51%	46%	3%
Non Metro	$17.509	71%	26%	3%

		2003-2004 PROPOSED FORMULA OPERATING BUDGET				INCREASE
	1996 Population	Provincial Share*	Municipal Share	Board Share	Total Budget	Total Funding
	100,287	1,246,700	456,500	52,700	1,755,900	43,200
	126,331	1,570,500	575,100	66,400	2,212,000	54,600
	69,975	869,900	318,600	36,800	1,225,300	30,200
	33,804	420,200	153,900	17,800	591,900	14,600
	42,857	612,700	195,100	22,500	830,300	17,800
	342,966	3,062,600	2,762,300	180,200	6,005,100	148,000
	68,272	848,700	310,800	35,900	1,195,400	29,500
	59,978	745,600	273,000	31,500	1,050,100	25,900
	64,812	886,300	295,000	34,000	1,215,300	29,800
	909,282	**10,263,200**	**5,340,300**	**477,800**	**16,081,300**	**393,600**

**Includes French language grant for Eastern and Western Counties Regional Libraries*

Proposed Regional Library Formula Funding 2004-2005

Assumptions:

- Move to minimum standard over 3 years
- Equity grant, Eastern Counties – 5% of Provincial grant
- French grant – 10% of Provincial grant
- Halifax phased to same ratio as others in years 2 and 3

	Per Capita Rate	Provincial Share*	Municipal Share	Board Share
Halifax	$19.810	51%	46%	3%
Non Metro	$19.810	71%	26%	3%

		2003-2004 PROPOSED FORMULA OPERATING BUDGET				INCREASE			
REGIONAL LIBRARY BOARD	2001 Population	Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
ANNAPOLIS VALLEY	103,636	1,460,400	534,800	61,700	2,056,900	213,700	78,300	9,000	301,000
CAPE BRETON	121,631	1,710,700	626,500	72,300	2,409,500	140,200	51,400	5,900	197,500
COLCHESTER-E.HANTS	74,677	1,041,900	381,500	44,000	1,467,400	172,000	62,900	7,200	242,100
CUMBERLAND	33,636	473,100	173,200	20,000	666,300	52,900	19,300	2,200	74,400
EASTERN COUNTIES	41,830	676,600	215,400	24,900	916,900	63,900	20,300	2,400	86,600
HALIFAX	370,998	5,748,100	3,380,700	220,500	7,349,300	685,500	618,400	40,300	1,344,200
PICTOU-ANTIGONISH	69,235	980,800	359,200	41,400	1,381,400	132,100	48,400	5,500	186,000
SOUTH SHORE	61,815	869,400	318,400	36,700	1,224,500	123,800	45,400	5,200	174,400
WESTERN COUNTIES	65,135	1,007,700	335,500	38,700	1,381,900	121,400	40,500	4,700	166,600
TOTAL	942,691	11,968,700	6,325,200	560,200	18,854,100	1,705,500	984,900	82,400	2,772,800

*Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library

Proposed Regional Library Formula Funding 2005-2006

Assumptions:

- Move to minimum standard over 3 years
- 3% inflation added in year 2
- Equity grant, Eastern Counties – 5% of Provincial grant
- French grant – 10% of Provincial grant
- Halifax phased to same ratio as others in years 2 and 3

	Per Capita Rate	Provincial Share*	Municipal Share	Board Share
Halifax	$22.869	61%	36%	3%
Non Metro	$22.869	71%	26%	3%

		2005-2006 PROPOSED FORMULA OPERATING BUDGET				INCREASE			
REGIONAL LIBRARY BOARD	2001 Population	Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
ANNAPOLIS VALLEY	103,836	1,685,900	617,400	71,200	2,374,500	225,500	82,600	9,500	317,600
CAPE BRETON	121,631	1,974,900	723,200	83,400	2,781,500	264,200	96,700	11,100	372,000
COLCHESTER-E.HANTS	74,077	1,202,800	440,400	50,800	1,694,000	160,900	58,900	6,800	226,600
CUMBERLAND	33,634	546,100	200,000	23,100	769,200	73,000	26,800	3,100	102,900
EASTERN COUNTIES	41,830	781,100	248,700	28,700	1,058,500	104,500	33,300	3,800	141,600
HALIFAX	370,998	5,175,300	3,054,300	254,500	8,484,100	1,427,200	326,400	34,000	1,134,800
PICTOU-ANTIGONISH	69,735	1,132,300	414,600	47,800	1,594,700	151,500	55,400	6,400	213,300
SOUTH SHORE	61,815	1,003,700	367,500	42,400	1,413,600	134,300	49,100	5,700	189,100
WESTERN COUNTIES	65,135	1,163,300	387,300	44,700	1,595,300	155,600	51,800	6,000	213,400
TOTAL	**942,691**	**14,665,400**	**6,453,400**	**646,600**	**21,765,400**	**2,696,700**	**128,200**	**86,400**	**2,911,300**

**Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library*

Proposed Regional Library Formula Funding 2006-2007

Assumptions:

- Move to minimum standard over 3 years
- 3% Inflation added in year 3
- Equity grant, Eastern Counties – 5% of Provincial grant
- French grant – 10% of Provincial grant
- Halifax phased to same ratio as others in years 2 and 3

	Per Capita Rate	Provincial Share*	Municipal Share	Board Share
Halifax	$26.080	71%	26%	3%
Non Metro	$26.080	71%	26%	3%

		2003-2004 PROPOSED FORMULA OPERATING BUDGET				INCREASE			
REGIONAL LIBRARY BOARD	2001 Population	Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
ANNAPOLIS VALLEY	103,836	1,922,700	704,100	81,200	2,708,000	236,800	86,700	10,000	333,500
CAPE BRETON	121,631	2,252,200	824,800	95,200	3,172,200	277,300	101,600	11,800	390,700
COLCHESTER-E.HANTS	74,077	1,371,700	502,300	58,000	1,932,000	168,900	61,900	7,200	238,000
CUMBERLAND	33,634	622,800	228,100	26,300	877,200	76,700	28,100	3,200	108,000
EASTERN COUNTIES	41,830	890,700	283,600	32,700	1,207,000	109,600	34,900	4,000	148,500
HALIFAX	370,998	6,869,700	2,515,700	290,300	9,675,700	1,694,400	-538,600	35,800	1,191,600
PICTOU-ANTIGONISH	69,735	1,291,300	472,900	54,600	1,818,800	159,000	58,300	6,800	224,100
SOUTH SHORE	61,815	1,144,600	419,200	48,400	1,612,200	140,900	51,700	6,000	198,600
WESTERN COUNTIES	65,135	1,326,700	441,700	51,000	1,819,400	163,400	54,400	6,300	224,100
TOTAL	942,691	17,692,400	6,392,400	737,700	24,822,500	3,027,000	-61,000	91,100	3,057,100

*Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library

Proposed Regional Library Formula Funding 2005-2006

REGIONAL LIBRARY SYSTEM		2001 Population	Provincial Share	Municipal Share	Board Share	Total 2005	Provincial 2006	Municipal Share	Board Share	Total 2006
TOTAL	$	962,691	14,665,400	6,453,400	646,600	21,765,600	2,696,700	128,200	86,400	2,911,300

APPENDIX E-
MUNICIPAL IMPACT OF PROPOSED FUNDING MODEL

2004-2005 Required Municipal Funding to Regional Library Boards

	2003-2004		2004-2005		2005-2006		2006-2007	
	Share of Total	Formula Requirement	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr
ANNAPOLIS VALLEY REGIONAL LIBRARY								
Town of Annapolis Royal	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Town of Berwick	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Town of Kentville	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Town of Middleton	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Town of Wolfville	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Municipality of the County of Annapolis	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Municipality of the County of Kings	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Subtotal	100.00%	456,500	534,800	78,300	617,400	82,600	704,100	86,700

2004-2005 Required Municipal Funding to Regional Library Boards

		2003-2004	2004-2005		2005-2006		2006-2007	
	Share of Total	Formula Requirement	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr
CAPE BRETON REGIONAL LIBRARY								
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Subtotal	100.00%	575,100	626,500	51,400	723,200	96,700	824,800	101,600
COLCHESTER EAST HANTS REGIONAL LIBRARY								
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Subtotal	100.00%	318,600	381,500	62,900	440,400	58,900	502,300	61,900
CUMBERLAND REGIONAL LIBRARY								
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Subtotal	100.00%	153,900	173,200	19,300	200,000	26,800	228,100	28,100
EASTERN COUNTIES REGIONAL LIBRARY								
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Subtotal	100.00%	195,100	215,400	20,300	248,700	33,300	283,600	34,900

2004-2005 Required Municipal Funding to Regional Library Boards

		2003-2004	2004-2005		2005-2006		2006-2007	
	Share of Total	Formula Requirement	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr	Formula Requirement	Increase/ Prev. Yr
HALIFAX REGIONAL LIBRARY								
Halifax Reg. Mun.	100.00%	2,762,300	3,380,700	618,400	3,054,300	0	2,515,700	0
PICTOU-ANTIGONISH REGIONAL LIBRARY								
Co. of Antigonish	22.09%	68,656	79,347	10,692	91,585	12,238	104,464	12,878
Co. of Pictou	33.90%	105,361	121,769	16,408	140,549	18,781	160,313	19,764
Antigonish	6.96%	21,632	25,000	3,369	28,856	3,856	32,914	4,058
New Glasgow	14.43%	44,848	51,833	6,984	59,827	7,994	68,239	8,413
Pictou	5.77%	17,933	20,726	2,793	23,922	3,197	27,286	3,364
Stellarton	6.98%	21,694	25,072	3,378	28,939	3,867	33,008	4,069
Trenton	4.35%	13,520	15,625	2,105	18,035	2,410	20,571	2,536
Westville	5.52%	17,156	19,828	2,672	22,886	3,058	26,104	3,218
Subtotal	100.00%	310,800	359,200	48,400	414,600	55,400	472,900	58,300
SOUTH SHORE REGIONAL LIBRARY								
Queens Regional Municipality	19.76%	53,945	70,978	17,033	72,618	1,640	82,834	10,216
Dist. of Chester	17.76%	48,485	56,566	8,081	65,268	8,702	74,450	9,182
Dist. of Lunenburg	44.29%	120,912	141,064	20,152	162,766	21,702	185,664	22,898
Bridgewater	12.58%	34,343	40,067	5,724	46,232	6,164	52,735	6,504
Lunenburg	4.06%	11,084	12,931	1,847	14,921	1,989	17,020	2,099
Mahone Bay	1.55%	4,232	4,937	705	5,696	760	6,498	801
Subtotal	100.00%	273,000	318,500	53,542	367,500	40,958	419,200	51,700
WESTERN COUNTIES REGIONAL LIBRARY								
Dist. of Argyle	13.77%	40,622	46,199	5,577	49,561	13,984	60,822	26,838
Dist. of Barrington	12.50%	36,875	41,938	5,063	35,913	30,850	55,213	24,363
Dist. of Clare	14.37%	42,392	48,211	5,820	61,285	35,665	63,472	38,007
Dist. of Digby	14.00%	41,300	46,970	5,670	40,222	16,552	61,838	27,280
Dist. of Shelburne	8.09%	23,866	27,142	3,276	23,243	19,966	35,734	15,767
Dist. of Yarmouth	16.95%	50,003	56,867	6,865	48,697	41,833	74,868	33,036
Clark's Harbour	1.37%	4,042	4,596	555	1,916	5,381	6,051	2,669
Digby	2.30%	9,735	11,072	1,337	9,481	8,144	14,570	6,432
Lockeport	0.91%	2,685	3,053	369	2,614	2,246	4,019	1,774
Shelburne	3.13%	9,234	10,501	1,268	8,992	7,725	13,825	6,100
Yarmouth	11.61%	34,250	38,952	4,702	33,356	28,653	51,281	22,628
Subtotal	100.00%	295,000	335,500	40,500	287,300	246,800	441,700	194,900
Grand Total		5,340,300	6,325,300	993,042	6,353,400	641,458	6,392,400	618,100

NOTES:

NOTES: